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MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Special Activities Handled by
the Office of Security

1. This memorandum is for information only.

2. The Office of Security supports all elements of the Agency in responding to a multiplicity of diverse and unusual requests by senior Agency officials and operating components. Based upon our experience, there are the following general categories of activities which might normally come to the direct or indirect attention of the Director of Central Intelligence, the Deputy Director of Central Intelligence, or the Executive Secretary, CIA Management Committee.

A. Important Personnel Security Cases

There have been a number of cases in the recent past which have been referred to senior authorities because of the obvious sensitivity of the case, or the potential for embarrassment to the Agency. Significant cases relating to former CIA Staff Employees include "The Watergate Incident" [REDACTED]

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[REDACTED]. In relation to current Staff employees, there is the on-going investigation of illegal drug usage, which is of interest to senior Agency officials.

B. Defector Cases

The Office of Security is deeply involved in the resettlement of defectors and other alien operational assets. Our Security representatives normally

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coordinate quite closely with the operational elements of the Agency in connection with maintaining physical custody of the defectors, and coordinating as appropriate with the Commissioner of Immigration and Naturalization.

C. Dissemination of Polygraph Information

The Director of Security is responsible for the Agency Polygraph Program, and he releases polygraph acquired information outside the Agency only after he has made a determination, which is concurred in by the Director or Deputy Director of Central Intelligence, that such a release is necessary in the interests of national security. This policy was reaffirmed by the DCI memorandum of 21 February 1970 on the subject of "Polygraph Program.

D. Wiretapping Equipment

In accordance with the requirement of 16 June 1967, the Attorney General directed that the Heads of Executive Departments and Agencies should report annually on positive wiretapping equipment in their possession. The Director of Security sends an annual report on "Wiretapping and Eavesdropping Equipment" to the General Counsel, who forwards the report to the Assistant Attorney General, Criminal Division, Department of Justice.

E. Security Committee

In his capacity as Chairman of the Security Committee of USIB, the Director of Security has advised the Chairman of the United States Intelligence Board on the steps which the Committee has taken to ascertain the source of unauthorized classified disclosures to members of the news media. This topic has received increased critical attention in recent years.

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A Security Committee contribution was DCID 1/14 on "Uniform Personnel Security Standards and Practices Governing Access to Sensitive Compartmented Information" disseminated by USIB on 1 July 1968. In 1969 and 1970 the Security Committee formulated guidelines through USIB to minimize the risk of hijacking. The Security Committee's role in furthering optimum security practices and procedures was similarly effected through its participation in the origination of DCID 1/16 on "Security of Compartmented Computer Operations" promulgated by USIB.

F. Administration and Budget

Employee appeals for inclusion under CIARDS are addressed to the Director of Central Intelligence. Requests for extension of retirement for more than 60 days after the age of 60 or 62 (dependent upon years of service) are also addressed to the DCI.

Nominations of Security Officers to positions in the DCI Protective Staff were forwarded to the former Executive Director-Comptroller. Expenditures of funds by Security representatives on behalf of the DCI were similarly sent to the Executive Director-Comptroller. Any request for the retention of excess funds within a Proprietary Project was also addressed to the same Agency official.

The Program Call goes to the Office of Planning, Programming and Budgeting through the Deputy Director for Support. The same channel is utilized in the yearly budget estimates which are submitted to the Office of Planning, Programming and Budgeting on or about 1 September.

G. Special Inquiries

The Director of Security responds to direct requests by the Director, Deputy Director or the Executive Secretary, CIA Management Committee relative to their specific interest in various individuals and organizations. Discreet special inquiries are conducted in order to develop information, as in the cases of [REDACTED]

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H. Operational Security Support

The Director of Security provides direct operational support to the Director and Deputy Director when such assistance is required because of their travel within the United States. On occasion, such support is also structured to aid the DCI Protective Staff in connection with foreign trips. The Office of Security provides support to the DCI from time to time on matters of inter-Directorate or inter-Agency interest. A current example of this is Project

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--a program which is of direct interest to the Near East Division, DDP, as well as the Department of State.

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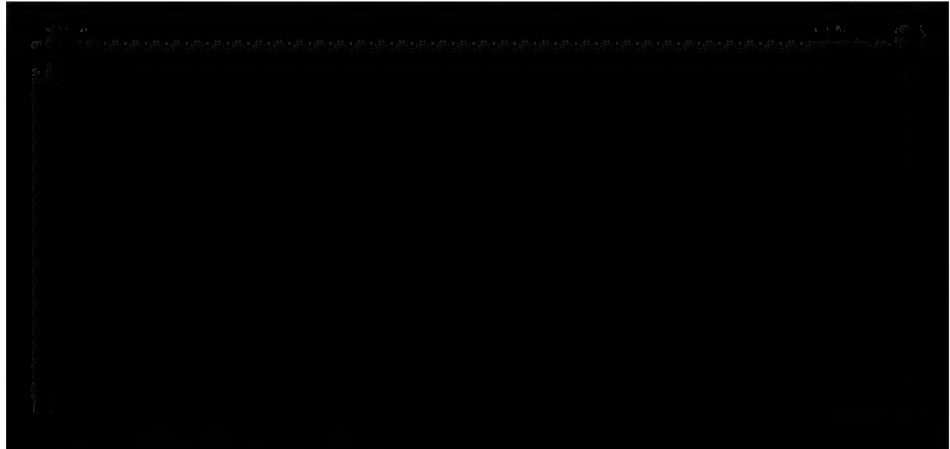
I. Clearances for Prominent Officials

A memorandum is forwarded to the Director of Central Intelligence in certain covert clearance cases which involve individuals prominent in the United States Government, foreign governments, or private industry. The same procedure is followed in any case involving individuals who are known to be personally acquainted with the Director of Central Intelligence. The purpose of this approach is to keep the DCI advised concerning the status of individuals with whom he might have contact.

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K. Safety Program

The Federal Occupational Safety and Health Program Report is prepared on an annual basis under the provisions of Executive Order 11612, and is forwarded to the Secretary of Labor over the signature of the Director of Central Intelligence. The report contains the safety and health accomplishments of the Agency during the calendar year, as well as projections and goals for the following year. It is compiled by the Office of Security, with an input from the Office of Medical Services.

I. Proprietaries

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In accordance with Headquarters Regulation [REDACTED], the Office of Security is involved in all review relating to the establishment or liquidation of proprietaries. Senior approval is required in connection with the Office of Security proprietary,

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Howard J. Osborn
Director of Security

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